



Notice of Intent to Award

| | | | | |
|---------------------|------------------------------------|-------------|-----------------------------------|--|
| Solicitation Number | 288249 | Award Date | 11/22/2022 8:15 AM CST | |
| Solicitation Title | Metro Wide Cost Studies & Analysis | | | |
| Buyer Name | Christina Alexander | Buyer Email | christina.alexander@nashville.gov | |
| BAO Rep | Sierra Washington | BAO Email | sierra.washington@nashville.gov | |

Awarded Supplier(s)

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

| | | | | |
|----------------|--------------------------------|-----------------|------------|---------------|
| Company Name | MGT of America Consulting, LLC | Company Contact | Jerry Wolf | |
| Street Address | 790 Frontage Rd., Ste. #110 | | | |
| City | Northfield | State | IL | Zipcode 60093 |

| | | | | |
|----------------|--|-----------------|--|---------|
| Company Name | | Company Contact | | |
| Street Address | | | | |
| City | | State | | Zipcode |

| | | | | |
|----------------|--|-----------------|--|---------|
| Company Name | | Company Contact | | |
| Street Address | | | | |
| City | | State | | Zipcode |

Certificate of Insurance

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

Equal Business Opportunity Program

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

Yes, the EBO Program is applicable.

No, the EBO Program is not applicable.

Monthly Reporting

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

Yes, monthly reporting is applicable.

No, monthly reporting is not applicable.

Public Information and Records Retention

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

Right to Protest

Per MCL 4.36.010 – any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the purchasing agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

MLL Supervisor (Initial)

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane
Purchasing Agent & Chief Procurement Officer

RFQ 288249 Metro Wide Cost Studies & Analysis Evaluation Committee Score Sheet

| | |
|---------------------------------|--------------------------------|
| Offeror | MGT of America Consulting, LLC |
| Contract Acceptance | Yes |
| Cost (30) | 30.00 |
| Team Qualifications (30 Points) | 27.00 |
| Business Plan (30 Points) | 27.00 |
| Diversity Practices (10) | 7.00 |
| Total Evaluation Scores | 91.00 |

No EBO Goals or SBE/SDV Participation applicable to this solicitation

Evaluation Comments

| MGT of America Consulting, LLC |
|---|
| Strengths |
| Proposal demonstrated firm's years of experience providing services in scope of work for this solicitation. Proposal demonstrated firm's Government experience, experience working with Metro, and knowledge and understanding of Metro's policies and procedures. Proposal demonstrated firm's analytical work experience. Firm's proposal demonstrated and provided all other solicitation requirements with the exception of the below noted weaknesses. |
| Weaknesses |
| Firm failed to provide the proposed project director's resume. Proposal failed to provide dollar values for reference projects. Proposal focused on fee for service cost vs. locale cost studies as required in RFQ. Proposal's proposed business plan lacked detail, firm's exact process for analysis was unclear. |

| Enter Solicitation Title & Number Below | | Lowest Bid | |
|---|------------|------------|-----------------|
| Metro Wide Cost Studies & Analysis; RFQ 288249 | | \$9,776.85 | 30 |
| Offeror's Name | Bids | | RFP Cost Points |
| MGT of America Consulting, LLC | \$9,776.85 | | 30.00 |
| No EBO Goals or SBE/SDV Participation applicable to this solicitation | | | |

metropolitan government of nashville & davidson county



Vendor Evaluation

for diversity, equity, and inclusion practices

Solicitation Number: RFQ 288249

Questions?

Project Title: Metro Wide Cost Studies & Analysis

Email BAO@Nashville.gov

Date: 11/04/2022

submit completed evaluation form to BAO@Nashville.gov.

Vendor Details

Vendor:

Contact Person:

Email:

Phone:

Address:

Other:

Programatic Review

Do you have a specific program to promote the use of black and brown owned, women-owned, LGBT-owned, service disabled veteran-owned, or small businesses?

YES

NO

If NO, proceed to page 3. If yes, upload documentation in the form of a policy manual or similar document.

Do you have measurable goals for the utilization of these types of businesses on non-government projects?

YES

NO

If YES, please provide both the goal and actual achievement for your most recently completed fiscal year -->

| Firm Type | Goal | Actual |
|--------------------------------|------|--------|
| Minority Owned | | |
| Woman Owned | | |
| LGBT Owned | | |
| Service Disabled Veteran Owned | | |
| Small Business | | |

Do you have an employee dedicated, in whole or in part, to the administration of this program?

YES

NO

If YES, please provide -->

| Program | Staff |
|----------------------------|-------|
| Name | |
| % of time spent on program | |
| Email/Phone | |

Mentorship

Do you participate in any government - sponsored mentorship programs assisting black and brown owned, women owned, LGBT owned, service disabled veteran owned, or small businesses?

YES NO

If YES, please list them:

| Government Sponsor | Business Mentored |
|--------------------|-------------------|
| | |
| | |
| | |

Do you provide industry specific training to black and brown owned, women owned, LGBT owned, service disabled veteran owned, or small businesses?

YES NO

If YES, please complete:

| Number Trained | Hours Provided |
|----------------|----------------|
| | |

Briefly, is there anything else about your diversity, equity, and inclusion practices that we should know?

See comments below

BELOW TO BE COMPLETED BY METRO STAFF

Total Score:

7

Initial:

S.W

| QUESTION | Score | Comment |
|----------|-------|---|
| 1 | 2 | Overall plan included very detailed information on their commitment to diversity, equity and inclusion practices relevant to scoring. |
| 2 | 0 | |
| 3 | 2 | |
| 4 | 1 | |
| 5 | 2 | |

Diversity Practices

MGT's Commitment to Diversity

Diversity is at the core of MGT's culture. Not only are we the firm that pioneered Disparity studies in the public sector, but we also have humbly and confidently embraced challenging politically and socially charged environments like the City of Charlottesville, helping City leadership by providing a road map for community engagement and disproportionality in policing. We live a culture of diversity, equity, and inclusion in the work we do, and we demand it of ourselves.

Some examples of MGT's ability to "practice what we preach" when it comes to our social impact mission include:

- Developing the Institute of Racial Injustice Solutions (IRIS), a non-profit organization founded to address issues of social injustice
- Prioritizing our commitments to Social Impact on **every** project we undertake. That impact may consider reductions in taxes, improvements to local economies or impact on the client workforce.

Diverse Executive Leadership Team representation

The following exhibit depicts the MGT Executive Leadership Team, summarizing how diversity is lived by our organizational culture. Additionally, within MGT, we have a diverse workforce. Over half of our staff are of minority background.

Executive Leadership Team

| | | | |
|--|---|--|--|
|  Trey Traviesa CEO & Chairman |  Robert Holloway SVP Market Development Chief Strategy Officer |  Rajeev Bajaj Executive VP ESG Portfolio Lead |  Lamont Browne Vice President PSG DEI Lead |
|  Carla Luke Chief Financial Officer |  Dewand Neely Chief Information Officer |  Erin McGoldrick Executive VP ESG Portfolio Co-Lead |  Brandon Ledford Sr. Vice President PSG & Culture Cabinet Leader |
|  Jorge Granada Chief Revenue Officer |  Eric Parish Executive Vice President PSG Portfolio Lead |  Mike Raisor Senior Vice President PSG Edu. Performance Lead |  |
|  Chantal Tambe Sr. Vice President, HR & Culture |  Mahesh Garikota Sr. Vice President TSG Portfolio Lead |  Bret Schlyer Vice President PSG | |

Diversity in Recruiting

In order to ensure a diverse workforce, we have recruited at conferences such as the National Forum for Black Public Administrators and others. MGT has actively engaged students from both Florida A&M University (a Historically Black College and University) and Florida State University and has done presentations with graduate students at both institutions. MGT also utilizes student internships as a mechanism for attracting talent.

Active recruiting programs are carried out at secondary schools, community colleges, and colleges with predominantly minority and female enrollments. Recruiting efforts at all schools will incorporate efforts to reach minorities; females; individuals with disabilities; and Vietnam era, special disabled, recently separated, and other protected veterans. MGT makes job opportunity information equally available to potential applicants from both protected and non-protected class groups, unless there is a bona fide occupational requirement for a particular job. MGT actively encourage its current minority and female employees to recruit other minorities and females, and where reasonable will provide after-school, summer, and vacation employment to minorities and females. Special efforts are be made to include minorities, females, individuals with disabilities, and veterans on personnel relations staff.

Our diversity efforts are defined as striving to have a workforce composed of employees with varying characteristics including, but not limited to, religious and political beliefs, gender, ethnicity, education, socioeconomic background, sexual orientation, and geographic location. To encourage the hiring and retention of a diverse workforce, we do not limit ourselves to a specific geographic region when hiring and have national talent searches in a variety of diverse regions where minority candidates from a multi-generations and cultures are available. We encourage our own employees of a wide range of diversity to refer candidates as part of our bonus referral program. We are culturally sensitive when advertising jobs to attract a diverse candidate pool. We offer flexible work schedules, which allows us to accommodate cultural and religious holidays, and we also offer a floating holiday annually.

Internal Diversity, Equity, and Inclusion (DEI)

MGT is engaged in a range of efforts to continue our investment in Diversity Equity and Inclusion (DEI). As part of this commitment, MGT has hired an external Diversity, Equity, and Inclusion (DEI) vendor for the MGT workplace. This vendor is helping MGT identify areas of strength and opportunity, and is designing a targeted, effective strategy for addressing barriers and elevating DEI at MGT. Through this assessment, MGT will gain a better understanding of the overall employee experience and assess how MGT is doing as an organization with our internal DEI efforts.

Internal Culture Initiatives

MGT's HR & Culture Department has provided a plethora of initiatives to drive the world-class culture we aspire to have. Each month, the team circulates information, reading, podcast and movie suggestion and interactive engagements that provide training and awareness to celebrate the differences in all groups within our company. These include Black History Month, Women's History Month, International

DIVERSITY PRACTICES

Women’s Day Wall, Celebrate Diversity Month, Pride Month, MGT Wellness Month, Hispanic Heritage Month, Disability Awareness Month, Native American Heritage Month, among others.

Additionally, MGT is committed to financially support different charities like Black Girls Code in honor of Black History Month and Young Women’s Preparatory Network for Women’s History Month.

Institute for Racial Injustice Solutions (IRIS)

MGT has launched the Institute for Racial Injustice Solutions (IRIS), a 501c3 organization to eliminate identified areas of racial injustice in the education realm. MGT has over 30 years addressing racial disparity in public sector decision-making and has over 30 years improving education primarily in communities of color. Because of MGT’s depth of experience and because “we have the intellectual, social and financial means to make an impact”, MGT was compelled by a duty to meaningfully engage, and founded the IRIS organization. IRIS will focus on utilizing research and data analytics to identify areas of highest opportunity to impact racial injustice in education, will leverage a national network of independent professionals and organizations to identify highly effective project solutions, and will developing financial and community support to underwrite and implement projects selected. Examples of programs we hope to execute in the next year include establishing a cyber security education center in minority communities and investigating racial disparity in K-12, including teacher evaluation and school accountability.

The Social Impact of MGT’s Work



Defined by Impact



Based on our national expertise and our previous work with Metro, we understand how MGT can support Metro and benefit the community. A well-executed cost analysis plan preserves general fund dollars, improves overall service delivery, and enables more discretionary programs. MGT is also a service organization, contributing time and resources to philanthropic causes and improving underserved communities. Recognizing the end goals and the positive benefit that MGT’s work provides, and not treating these processes as a commodity, ensures we are working towards a positive goal with our clients and producing the best possible outcomes for your community.

- 
Goals of this Project: MGT will develop an effective cost analysis process, prepare state/federally compliant indirect rates, identify the full cost of Metro services for improved grant and enterprise fund reimbursements, and maximize administrative claiming or cost recovery on fees charged.
- 
Clear Community Benefit: Appropriately allocated central services and well-documented financial and operational analyses ensure that Metro is in compliance with federal and state laws. The result is that this specific MGT project will help the City better its community.

DIVERSITY PRACTICES



MGT—Dedicated to the Community: We see Metro’s community as our community. MGT consultants have worked in the public sector and understand the challenges you face. We think in the long-term—for *relationships and solutions*. That is why we are deeply committed to helping you bring out the best in your community. Seeing lives improved is how we really measure our mutual success.

Certificate Of Completion

| | |
|--|-----------------------------------|
| Envelope Id: D8A4FD7D125B483A9FFF22D0EE38873C | Status: Completed |
| Subject: Intent to Award - RFQ # 288249 for Metro Wide Cost Studies & Analysis | |
| Source Envelope: | |
| Document Pages: 10 | Signatures: 1 |
| Certificate Pages: 2 | Initials: 1 |
| AutoNav: Enabled | Envelope Originator: |
| Envelope Stamping: Enabled | Christina Alexander |
| Time Zone: (UTC-06:00) Central Time (US & Canada) | 730 2nd Ave. South 1st Floor |
| | Nashville, TN 37219 |
| | christina.alexander@nashville.gov |
| | IP Address: 170.190.198.185 |

Record Tracking

| | | |
|--------------------------------------|--|--------------------|
| Status: Original | Holder: Christina Alexander | Location: DocuSign |
| 11/21/2022 7:13:53 PM | christina.alexander@nashville.gov | |
| Security Appliance Status: Connected | Pool: StateLocal | |
| Storage Appliance Status: Connected | Pool: Metropolitan Government of Nashville and Davidson County | Location: DocuSign |

Signer Events

| Signer Events | Signature | Timestamp |
|--|--|---|
| Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None) |  Signature Adoption: Pre-selected Style Using IP Address: 104.176.252.12 Signed using mobile | Sent: 11/21/2022 7:15:25 PM Viewed: 11/22/2022 8:15:03 AM Signed: 11/22/2022 8:15:29 AM |

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

| | | |
|--|--|---|
| Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None) |  Signature Adoption: Pre-selected Style Using IP Address: 104.176.252.12 Signed using mobile | Sent: 11/22/2022 8:15:30 AM Viewed: 11/22/2022 8:15:41 AM Signed: 11/22/2022 8:15:49 AM |
|--|--|---|

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

| Envelope Summary Events | Status | Timestamps |
|--------------------------------|------------------|-----------------------|
| Envelope Sent | Hashed/Encrypted | 11/21/2022 7:15:25 PM |
| Certified Delivered | Security Checked | 11/22/2022 8:15:41 AM |
| Signing Complete | Security Checked | 11/22/2022 8:15:49 AM |
| Completed | Security Checked | 11/22/2022 8:15:49 AM |

| Payment Events | Status | Timestamps |
|-----------------------|---------------|-------------------|
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